



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, D.C. 20380-0001

MCO 3960.2B
C1C040
24 Oct 1994

MARINE CORPS ORDER 3960.2B

From: Commandant of the Marine Corps
To: Distribution List

Subj: MARINE CORPS OPERATIONAL TEST AND EVALUATION ACTIVITY

Ref: (a) 10 U.S.C. (NOTAL)
(b) DoDDir 5000.1 (NOTAL)
(c) DoDInst 5000.2 (NOTAL)
(d) DoD 5000.2-M (NOTAL)
(e) SECNAVINST 5000.2A
(f) MCO 5000.22
(g) MCO 5000.11B

1. Purpose. To redefine the functions of the Marine Corps Operational Test and Evaluation Activity (MCOTEA).

2. Cancellation. MCO 3960.2A.

3. Background

a. In 1973, the Secretary of Defense issued a DoD directive which states in part that, "In each DoD Component, there will be one major field agency separate and distinct from the developing/procuring command and from the using command, which will be responsible for Operational Test and Evaluation (OT&E) and which will: Report the results of its independent test and evaluation directly to the Military Service Chief..." Subsequent to the DoD directive, MCOTEA was established on 1 April 1978, reporting to the CMC, in compliance with the DoD policy concerning OT&E.

b. OT&E general policy and guidelines are given in references (a) through (e).

c. The Marine Corps implementing instructions for that policy are given in references (f) and (g).

4. Status. MCOTEA is located as a tenant organization at MCCDC, Quantico, Virginia and receives its administrative and logistic support from the Commanding General, MCB, Quantico.

5. Mission. To support the materiel acquisition process established by reference (f) by managing the Marine Corps Operational Test (OT) program for Acquisition Categories (ACAT) I through ACAT IV, less the OT of non-combat Automated Information Systems, and manned aircraft, and to perform such functions as may be directed by the CMC.

MCO 3960.2B
24 Oct 1994

6. Summary of Revision. This revision redefines the functions of MCOTEA in relation to the reorganized Marine Corps systems acquisition process.

7. Functions. The principal functions of MCOTEA are to:

a. Ensure that OT&E and Operational Assessment (OA) of ACAT I through ACAT IV programs are effectively planned, conducted, evaluated, and reported.

b. Develop and recommend OT&E policy to CMC. Prepare and maintain Marine Corps orders and policy letters for the conduct of OT&E, for which MCOTEA has responsibility.

c. Plan, program, and budget for MCOTEA's participation in OT&E.

d. Publish the Five-Year Master Test Plan (FYMTP) index on an annual basis. Coordinate the scheduling of resources for OT, requiring FMF support, through the FYMTP quarterly updates. Call and chair the annual OT&E planning conference.

e. In coordination with CG MCCDC and Commander, Marine Corps Systems Command (COMMARCORSYSCOM), host and chair a Test Integration Working Group for determining Failure Definition/Scoring Criteria for each program and establish procedures for conducting scoring conferences. Provide a chairman/voting member for scoring conferences.

f. Prepare Part IV of the Test and Evaluation Master Plan (TEMP). Coordinate with COMMARCORSYSCOM in the preparation of Parts II and V of the TEMP.

g. Review draft Operational Requirements Documents and Mission Need Statements, for ACAT programs, in accordance with reference (c) and MCO 3900.4, to ensure the availability of testable criteria.

h. Request, from CMC, the assignment of a Test Director for ACAT I and certain ACAT II and III programs.

i. Coordinate with COMMARCORSYSCOM to reduce test limitations. When significant test limitations are identified, advise the Milestone Decision Authority of associated risk introduced into the procurement decision.

24 Oct 1994

j. Prepare documentation for OT&E, including Test Planning Documents (TPD) and Detailed Test Plans. Supervise the operational test; then, evaluate and analyze test results. Prepare and submit an Independent Evaluation Report to CMC via the Assistant Commandant of the Marine Corps (ACMC) for all OT&E.

k. Monitor new systems' software Independent Verification and Validation (IV&V) and Problem/Change Reports.

l. For Marine Corps Lead programs, chair and conduct an Operational Test Readiness Review (OTTR) for determining a program's readiness to proceed with OT&E, and participate in non-Marine Corps Lead program OTTR's.

m. Brief all OT&E results, and those OA results supporting Milestone and/or Low Rate Initial Production decisions, at Marine Corps Production Decision Meetings (MCPDM's) and Defense Acquisition Boards.

n. Coordinate with other DoD Operational Test Activities in OT&E matters, including arranging for support for multi-service OT&E.

o. Maintain direct liaison with DOT&E, the FMF, and other military activities and commands as required for OT&E matters.

8. Action

a. Director, MCOTEA

(1) Coordinate and conduct all OT&E matters for the Marine Corps, relating to MCOTEA's mission.

(2) Direct the activity within the guidelines established by references (f) and (g), which provide specific policy and task delineation for all Marine Corps agencies involved in the acquisition and test and evaluation process within the Marine Corps.

(3) Task the FMF and other commands, in matters related to OT&E, by publishing a TPD.

(4) Maintain MCOTEA as an activity independent from the acquisition commands, whose products MCOTEA tests and evaluates.

(5) Report to CMC via the ACMC.

MCO 3960.2B
24 Oct 1994

(6) Coordinate military personnel requirements and staffing of MCOTEA with CMC (MMOA and MMEA).

(7) Program funding requirements for OT&E, including administrative support, and submit to COMMARCORSYSCOM, for inclusion in their Program Objective Memorandum (POM).

(8) Provide budget input and funding action requests to COMMARCORSYSCOM and the CG MCB, Quantico, as required.

(9) Provide budget input and reimbursable obligational authority to the CG MCB, Quantico.

b. DC/S Manpower and Reserve Affairs (CMC (M&RA)). Plan and program military and civilian personnel support for MCOTEA.

c. CG, MCCDC

(1) Maintain liaison and coordination with MCOTEA in support of MCOTEA's mission to conduct OT&E.

(2) Include MCOTEA in the review process for all requirements documents, except those requirements that are identified as an aviation related blue dollar only item.

d. COMMARCORSYSCOM

(1) Include MCOTEA's fiscal input into the COMMARCORSYSCOM's POM and budget submission to the Navy Comptroller.

(2) Ensure MCOTEA is scheduled to present OT&E results at MCPDM's.

(3) Provide MCOTEA a quarterly list of all development programs by project title and ACAT.

e. FMF. Provide personnel and equipment to support the OT&E process, in accordance with reference (g).

f. CG MCB, Quantico. Provide the following administrative and logistic support to MCOTEA.

(1) Provide and maintain facilities for MCOTEA.

(2) Furnish supply, transportation, disbursing, and administrative support.

24 Oct 1994

(3) Provide reimbursable services to MCOTEA, as stated in the Interservice Support Agreement.

(4) Provide other support to MCOTEA in response to Orders for Work and Services (NAVCOMPT 2275) as issued by COMMARCORSYSCOM.

(5) Provide civilian administrative services. A civilian ceiling will be included in the MCB, Quantico allowance letter for administrative purposes and will be separately identified as a unique component for MCOTEA. A separate unit identification code will be established for MCOTEA for civilian onboard reporting and administration.

9. Changes to Existing Regulation. This revision updates the principal functions of MCOTEA.

10. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.


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